

## *MISCELLANEOUS*

1. BERLIN, MICHAEL R.
2. BUTLER, ALTON D
3. CARSON, SEAN A
4. CONSTANTINE, SARAH
5. FAN, JANE F.
6. FERRIS, NICHOLAS A.
7. FOWLER, LAMAR
8. GOODIN, LARRY J.
9. JACOB, JEREMY T.
10. COLBERT-KELLY, SEAN
11. LEIGH, JASMINE L.
12. NDUBUISI, ELOCHUKWU
13. NG, PAMELA
14. NGUYEN, NHA D.
15. OGLE, DREW
16. OWENS, PHILLIP
17. ROBERTS, MARCUS
18. SAMPLE, AMBIKA
19. SIMPSON, SHANDRETTE K.
20. SMITH, BRIDGETTE E.
21. SUGENT, JAMES F.
22. WHITE, CONSWELA D.
23. WHITE, HASSANAH A.
24. ZAMORE, JANELLE

Michael R.O. Berlin  
2674 Rainy Spring Court  
Odenton, MD 21113  
443-928-8468 (cell) 410-305-0544 (home)  
mike@mikeberlin.com

February 21, 2004

Dear Employer:

If you have a need for a computer networking professional with a proven track record and a team-focused drive, then I would like to make a strong case for myself. In the past several years I have installed or enhanced networks, computers, and network devices at such notable companies as Johns Hopkins (medical and educational institutions), NeighborCare Pharmacies, the University of Maryland System, and the law offices of Saiontz, Kirk, and Miles. Along with my work on those prominent companies, the sum of my work includes over two-hundred networks for businesses ranging in size from small businesses with a handful of computers to companies with over a thousand computers, servers, and the associated equipment.

Of particular interest to your company:

- I have successfully developed strategic long-term plans for implementation of new software, hardware and technology across business networks.
- I have implemented secure VPN technologies to enable remote access to network resources.
- I have installed and maintained networks for businesses and have experience troubleshooting issues on all levels from board-level hardware to network transport and application level protocols.
- I have successfully developed standard operating procedures which are currently employed by several companies as a benchmark for network maintenance and implementation.

I am particularly interested in positions which would allow me to utilize my skills with networking and computer hardware, especially a position which would support a current business network or assist in the planning and implementation of a network for your company or for support or implementation of technology for your company and its clients.

I would like to meet with you to see if there is a position within your company for which I could be a valuable asset. Please contact me at 443-928-8468 (day) or 410-305-0544 (home) to discuss any possibilities which you may have in mind.

Sincerely,

Michael R.O. Berlin

2674 Rainy Spring Court  
Odenton, MD 21113

Day Contact: 443-928-8468  
Home Phone: 410-305-0544  
Fax: Call for Fax  
E-mail:  
mike@mikeberlin.com

## Michael R.O. Berlin

### Summary

Michael is a proven hard worker who is interested in expanding his horizons and gaining practical experience. Excited by challenges and welcoming change, Michael is team-oriented and goal-driven in all he endeavors.

### Education

2002 – Present                      University of Phoenix, Maryland Campus  
**Information Technology (BS Program)**

- Cumulative GPA 3.88
- Coursework completed includes:  
Project Management, Operating Systems, C++, Visual Basic, Object Oriented Programming, Business Systems Development I and II,  
Information Processing, Database Design and Management, and Web Programming and Design.
- Graduating in April, 2004

1993 - 1997                      University of Maryland, Baltimore County  
**Political Science / Philosophy**

### Work experience

2001 – Present                      Advance Business Systems                      Cockeysville, MD  
**Connected Systems Specialist**

Duties include creation and maintenance of computer hardware, networks and network solutions for clients and for intra-company usage.

Also responsible for connection and integration of duplication/ copying solutions into existing and new networks.

Also designed and maintain a mission-critical fax-server product. This includes design, research, testing, and implementation of the product as well as client support.

Additionally responsible for support and implementation of digital document solutions including scanning, storage, and database indexing for document recall.

2000 – 2001                      Charlestown Community, Inc.                      Catonsville, MD  
**Production Manager**

Responsible for entire operation of a dining facility with one co-manager.

Duties include all purchasing/ vendor interactions, budget control, planning and oversight, direct supervision of over 60 employees, including junior management staff, and market research.

1997 - 2000                      Charlestown Community, Inc.                      Catonsville, MD  
**Human Resources Coordinator,  
Education and Development, Employee Relations**

E&D: Created and maintained a comprehensive yearly training curriculum consisting of over 40 cataloged courses for a 1400 employee campus of

Erickson Communities Inc. Duties also included serving as a professional trainer within the program by developing and facilitating courses such as harassment awareness OSHA compliance, computer application training, teamwork/team-building, management development and leadership development.

Employee Relations: Served as an employee advocate and counselor to maintain the rights of both the company and the employees while preserving corporate "harmony"

Additional Duties: benefits advisement and enrollment, discipline issues, hiring and termination, regulatory compliance. 3 years experience HRIS data entry and report creation using visual SQL interface and analogous selector criterion.

1998 -2000 Daedalus Concepts Web/network design Baltimore, MD

**Partner/Sales Specialist/ Web-designer (Part-Time)**

Coordinate sale of web services for clients from cold calls through entire development of site. Coordinate sale of custom built PC's and network appliances, specializing in business and personal LANs.

Maintenance and installation of network appliances and pc's for client LANs and Daedalus Concepts servers. This includes installation of hubs, switches, routers, as well as custom building and upgrading of pc's using Pentium, Celeron, Duron, and Athlon cpu's for business and personal use.

1998 - 2002 Community Colleges of Baltimore County

**Adjunct Faculty (Part-Time)**

Facilitate and develop my own curriculum for a variety of courses within the computer science department, specifically for the continuing education program. Courses include: HTML programming (intro and advanced), Photoshop graphics suite (intro and advanced), Internet graphics management, E-commerce solutions, and Fireworks/Flash web-solutions.

**Accreditations**

- 2001 Minolta Certified Technician
- 2001 Completed A+ Computer Technician Training, UMBC
- 2001 Completed Net+ Network Specialist Training, UMBC
- 2000 ServSafe Certified (awarded 100%) , National Restaurant Managers Education Foundation
- 2000 Competent Leader Certification, Toastmasters International
- 1999 Competent Toastmaster Certification, Toastmasters International
- 1999 Kronos Department Manager Trainer Certification, Kronos Inc.
- 1999 Successful Management Program, Erickson Communities Inc.
- 1999 Impact Leadership Series, Lambda Chi Alpha Fraternity Inc.
- 1999 Dale Carnegie Course, Dale Carnegie Group
- 1998 Human Resources Manager's Training, Society for HR Managers
- 1996 Successful Leadership Program, White-Ridgely Associates
- 1996 Leadership Scholar (top of leadership program), UMBC Visionary Leadership Program
- 1996 Ethnic Crossroads Program, Atlanta University
- 1995 Atlantic Leadership Conclave, Lambda Chi Alpha Fraternity Inc.
- 1994 Beginning Leadership Program, National Association of College and University Residence Halls (NACURH), Northern Arizona University

**Awards received**

2000 Distinguished Career of Service Award, Maryland Student Legislature  
2000 Member of the Year, Lambda Chi Alpha Fraternity Inc. UMBC  
1999 Member of the Year, Lambda Chi Alpha Fraternity Inc. UMBC  
1999 Officer of the Year, Lambda Chi Alpha Fraternity Inc. UMBC  
1999 Listed in International Who's Who of Professional Management  
1999 Runner up, "Duke Flad" International Undergraduate of the Year, Lambda Chi Alpha Fraternity Inc.

**Interests and activities**

2003- Present: Member, Community Emergency Response Team (CERT)  
2002-Present: Member, International Webmasters Association  
2002-Present: Master Mason, Ancient Free & Accepted Masons  
2002 -Present: Member, American Institute of Parliamentarians  
2000- Present: Board of Directors, Maryland Student Legislature Inc.  
1998 President, Lambda Chi Alpha Fraternity Inc. UMBC  
1997 President, Senior Class (Senior Class Council) UMBC  
1998-Present: Member, HTML Writers Guild  
1997 Governor, Maryland Student Legislature  
1996-98: Founder and President, Genesis Chapter, Toastmasters International  
1996 President, UMBC Delegation to the Maryland Student Legislature  
1995-96 Speaker of the Senate, UMBC Student Government Association  
1994-96: UMBC Representative, University System of MD Student Council  
1994-96: Member, UMBC President's Student Advisory Council  
1994: President, UMBC Resident Student Association

**Technical Skills**

Windows 95, 98, 2000, NT, ME; Microsoft Office Suite (Word, Excel, PowerPoint, Access, Outlook, Publisher); WordPerfect Office Suite; HTML (Hand Coded), WYSIWYG Environment Editors; Raster-based Graphics Suites (Photoshop, PSP, Corel); Vector Based Graphics Suites (Illustrator, Draw); database maintenance; Graphic Animation Suites; Flash Multimedia Creation, Web Content Development; Computer Hardware assembly and maintenance; LAN design and network appliance installation; C++ Programming; Visual Basic Programming; JavaScript.

**References**

References available upon request

<b>Education:</b>	<b>Alcorn State University</b>	<b>Alcorn State, MS</b>
	<u>Bachelor of Science in Industrial Technology</u>	Spring 2004

- Grade point average in Major: 2.87 .
- Maintained a 2.58 grade point average.
- Over 250 hours of training on Computer Networking and Project Management. ( Alcorn State Center For Rural Life and Economic Development)

**References:** Mr. Nathaniel Martin- Principal  
Claiborne County Vocational Technical Center  
Port Gibson, MS 39150  
(601) 437-3800

Ms. Brenda Hall - Department Manager (Electronics)  
Wal-Mart Supercenter  
Vicksburg , MS 39180  
(601) 638- 9164

Dr. Bruce McGowan- Operation Management Teacher  
Alcorn State University  
Alcorn State, MS 39096  
(601) 877-6482

Dr. Napoleon Moses- Dean (Department of Agricultural and Applied Science)  
Alcorn State University  
Alcorn State, MS 39096  
(601) 877-6528

Mr. Bobby Shumpert- Store Manager  
Wal-Mart Supercenter  
Vicksburg, MS 39180  
(601) 638-9164

## Sean A. Carson

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**GOAL** INTERNSHIP OR COOPERATIVE JUNIOR Systems Analyst or related position with opportunities to accomplish and enhance its Information Technology goals. Open to relocation.

### QUALIFICATIONS

- Three-years experience with Windows 2000 System Administration to include: Active Directory Services, Data Administration, and Network Administration.
- Currently manage over 250 Windows 2000/XP workstations and various Windows 2000 servers supporting the College of Engineering's faculty, staff and student body.
- Proficient with the installation, configuration and networking of Windows 2000 Workstation/Server, Windows 98SE/ME/NT/XP, and Sun Solaris v9.
- Proficient with Assembly, NQC, Java, C/C++ languages.

### EXPERIENCE

**Junior Systems Analyst, January 2001 to Present** *College of Engineering, Prairie View A&M University, Prairie View, Texas*

- Developed, maintained and managed the College's Active Directory domain infrastructure.
- Evaluated Windows Server 2003, Ghost Enterprise Edition, Veritas and various data/security solution software.
- Designed and implemented a Disaster Recovery and Data Storage plan to effectively secure the College's data.
- Implemented Windows 2000 Server/Active Directory for the PACE Solid Modeling and Unigraphics Computer Laboratories.
- Proficiently performed memory, video and hard drive upgrades for various Dell, HP, Compaq, Sun and Generic workstations.
- Implemented NIS domain for Sun Solaris 9 which provides support for multiple Sun Ultra30 and Ultra60 workstations.
- Assist staff, students, and faculty with internet and email services, network printing, plotter management, logon Procedures, computer installations and Windows 2000/XP assistance.

**Apprentice Electrician, May 1998 to May 2001** *Zubras Electric, Dallas, Texas*

- Serviced residential, commercial, and industrial wiring installations
- Piped in PVC, Rigid EMT and managed small workgroups

### EDUCATION

**BSEE in Electrical Engineering /BSCS in Computer Science May 2006**

*Prairie View A&M University, Prairie View, Texas*

#### Courses

Digital Design  
Java Development  
Computer Org and Design  
Electronics I

Computer Interfacing  
Senior Project (Robotic Design)  
Communications Theory  
Electronics II

Control Systems Design  
C/C++ Programming  
Power Electronics

### ACTIVITIES

- Fundraising Chair, Epsilon Gamma Iota, Inc, Alpha Chapter, 2003-2004
- Correspondence Sec, ASME, 2001-2002
- Member, PV Marching Storm Band 99-2001



Non-US citizen

**SARAH CONSTANTINE**  
402 Truth Hall  
South Carolina State University  
Orangeburg, South Carolina- 29117  
803.707.6345  
[sarahfconstantine@yahoo.com](mailto:sarahfconstantine@yahoo.com)

### **OBJECTIVE**

To secure a position, which utilizes my organizational, interpersonal and technical skills.

### **EDUCATION**

South Carolina State University (*August 2001- Present*)  
*Bachelor of Science in Mathematics,*  
G.P.A.: 4.0 / 4.0

May 2005

### **EXPERIENCE**

**Department of Math/Computer Science**  
*Student Worker (2002-2003)*

**South Carolina State University**

- Mathematics Tutor
- Teacher's Assistant
- Lab Support

### **URIA**

**South Carolina State University**

*Undergraduate Participant- Undergraduate Research Institution in Astrophysics (Summer 2003)*

- Created interactive computer model of star system under investigation
- Prepared and presented results

### **URIA**

**South Carolina State University**

*Undergraduate Participant- Undergraduate Research Institution in Astrophysics (Summer 2002)*

- Carried out experimental investigations in image analysis
- Gathered and prepared results

### **TATIL Life Assurance Company**

**Trinidad and Tobago**

*New Business Clerk -Life Underwriting Department (March 2001-July 2001)*

- Managed data Information
- Prepared and posted insurance policies to insurance agencies
- Prepared endorsements for policies
- Requested policies from the Board of Inland Revenue
- Trained new employees

### **SKILLS**

- Excellent oral/written communication and mathematical skills
- Proven leadership skills
- MS Word, Windows 95 & 98, Excel, Access, Power point and Internet use, C++, Maple, Mathematica, IRAF, IDL

### **ACTIVITIES AND HONORS**

- Member South Carolina State University Honors Program
- Member South Carolina State University Women's Soccer Team
- President Gold Medallion winner (2001-2002),(2002-2003)
- Member Golden Key International Honour Society

*Non-Citizen*  
*Baltimore / DC Metro*

## **Jane Yujiu Fan**

4706 Gateway Terrace Apt A  
Baltimore, MD 21227  
Home (410) 247-2342 Email: janefan1@umbc.edu

### **OBJECTIVE**

Seeking Internship Program in the Information Technology Field.

### **SKILLS**

**INFORMATION TECHNOLOGY:** Enterprise Systems Development, Database Administration, Network Development, Interactive Management, & Management Information Systems.  
**COMPUTER:** LAN Microsoft NT, Windows XP, Office XP, Word, PowerPoint, Outlook, Excel, Access, JCreator, UNIX, C++ and Java Programming, Peachtree and Quicken, Blackboard.  
**BUSINESS:** Business Statistics, Management, Accounting, & Law.  
**LANGUAGES:** English, Chinese Mandarin and Cantonese.

### **EDUCATION**

**Database Program Development 610, (Spring 2004)**  
**LAN Lab Using Microsoft Windows 651M, (Spring 2004)**  
**Network Design and Management 651, (Spring 2004)**  
**Data Communications and Networks 650C,**  
**Human-Computer Interaction 760.**  
**Foundations of Information Systems 601,**  
Graduate School  
University of Maryland, Baltimore County, Maryland. GPA: 3.67/4.00 Fall 2003

**Applied Statistics for Business and Economics.**  
**Business Law, Macro Economics, Advanced Algebra,**  
**Computer Programming C++, Elementary Statistics,**  
**Intermediate Accounting, Princ of Accounting I & II,**  
**Principles of Programming, & College English II.**  
Anne Arundel Community College, Baltimore, Maryland. GPA: 3.70/4.00 2001

**BA Degree in Music.**  
Sichuan Conservatory of Music, Sichuan, China. GPA: 3.47/4.00 1983

### **EXPERIENCE**

USANA Company, Salt Lake City, Utah 2000-2001  
**DISTRIBUTOR SERVICE REPRESENTATIVE.**

- Communicated with distributors via phone and computer.
- Processed sale orders and account payments.
- Resolved issues between distributors and management to mutual satisfaction.
- Negotiated with distributors for returning damaged and overstocked products.
- Coordinated the promotion of new products with management and distributors.
- Achieved in exceeding customer expectations for products and services.

Early Career: Zhuhai Center of Cultural Arts & Zhuhai Education Institution, Zhuhai, China 1984-1999  
**VOICE ART DIRECTOR & CHORAL CONDUCTOR.**

- Planned concerts and music competitions with event sponsors and directors.
- Organized and coordinated sponsorships with companies and corporations.
- Conducted amateur adult choruses, quartets, trios and trained soloists.
- Awarded Gold Medals for national choral competitions in China.

## **NICHOLAS A. FERRIS**

2 Marathon Ct. Apt. 2C  
Baltimore, MD 21228-3783  
(410) 744-7633  
E-mail: [nferril@umbc.edu](mailto:nferril@umbc.edu)

**OBJECTIVE:** To obtain a position in software engineering or application/systems development.

### **EDUCATION:**

2000 – Present

#### **University of Maryland, Baltimore County (UMBC)**

Bachelor of Science Degree expected May 2004  
Major: Computer Science  
Cumulative GPA: 4.00

### **COMPUTING SKILLS:**

- |                   |                   |                  |              |
|-------------------|-------------------|------------------|--------------|
| ▪ Assembly        | ▪ JavaScript      | ▪ Novell Client, | ▪ SDLC       |
| ▪ awk             | ▪ Linux           | GroupWise        | ▪ SQL, MySQL |
| ▪ C, C++          | ▪ ML              | ▪ OpenGL         | ▪ Tcl/Tk     |
| ▪ CVS             | ▪ MS Office       | ▪ Perl           | ▪ UML        |
| ▪ Flash           | ▪ MS Windows 3.1, | ▪ PHP            | ▪ UNIX       |
| ▪ HTML, CSS       | 95, 98, 2000, NT, | ▪ Python         | ▪ VHDL       |
| ▪ Java, JDBC, JSP | Me, XP            | ▪ Quark          | ▪ XML        |

### **WORK EXPERIENCE:**

Intern, Project Manager

#### **Office of Transportation Technology Services, Maryland Department of Transportation (MDOT)**

2003 – 2004

Hanover, MD

- Managed development of a communications infrastructure asset management system
- Assisted with beta testing and analysis of plug-in to apply MS Outlook interface to GroupWise
- Assisted with procurement of network management services for MDOT
- Authored policy paper on expanding the implementation of technology on toll roads

Managing Editor

#### **Bartleby, The Creative Arts Journal of UMBC**

2001 – Present

Baltimore, MD

- Organized and led a staff of 20-30 people
- Developed and implemented web application programs in PHP and MySQL
- Solicited and reviewed submissions
- Webmastered [UMBCbartleby.org](http://UMBCbartleby.org)
- Produced (using QuarkXpress) and distributed yearly creative arts journal

Admissions Representative, Processing Assistant

#### **Office of Undergraduate Admissions, University of Maryland, Baltimore County**

2002 – 2003

Baltimore, MD

- Interviewed prospective UMBC students
- Processed incoming student applications for admission
- Managed student information database

### **SAMPLE OF RELEVANT COURSEWORK:**

- |                      |                         |                     |                       |
|----------------------|-------------------------|---------------------|-----------------------|
| ▪ Data Structures    | ▪ Assembly Language     | ▪ Computer Graphics | ▪ Database Design and |
| ▪ Algorithm Analysis | Programming             | Programming         | Implementation        |
| ▪ Operating Systems  | ▪ Computer Architecture | ▪ Software Design & | ▪ Scripting Languages |
|                      |                         | Development         | ▪ Calculus I, II, III |

School Address  
750 White Drive Apt # 323  
Tallahassee, FL 32304

Home Address  
3431 Morgan Road  
Hephzibah, GA 30815

Home phone (706) 790-1427  
Cell phone (706) 951-4794  
School phone (850) 504-1751  
Email: mrlafowler@hotmail.com

# Lamar A. Fowler

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- Objective** To obtain employment in the field of industrial engineering.
- Education** 2000-present Florida Agricultural and Mechanical University Tallahassee, FL
- Expected graduation date: May 2004
  - Industrial Engineering
  - G.P.A 3.52/Major G.P.A. 3.71
- Experience** 1/2003-Present Office of Engineering and Science Support Tallahassee, FL
- Engineering Tutor**
- Tutor in Calculus and Physics
  - Tutor engineering core and industrial engineering courses
- 5/2002-8/2002 Langely Research Center (NASA) Hampton, VA
- GIS Team intern**
- Read and interpreted the requirements of the American Disabilities Act.
  - Surveyed buildings on the center to determine if they met ADA requirements.
  - Made suggestions to assist in making the center totally handicap accessible according to the ADA guidelines.
- 6/2001-8/2001 Sitel Corporation Augusta, GA
- Technical Support Representative**
- Technical support for America Online
  - Learned solutions for possible problems that users may experience when using AOL.
- Research Experience** National Science Foundation Research Undergraduate Scholarship (NSFRUS)
- Gain research experience
  - Research in composite materials
- Interests** Institute of Industrial Engineers (IIE), National Society of Black Engineers (NSBE), school pep club, NASA Scholars, Industrial Engineering Student Advisory Committee
- Computer Skills** Windows 97/XP, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, internet, C programming, America Online, Microsoft Access, Pro-E, Arena
- Honors** Alpha Pi Mu, White and Gold Honor society, Tau Beta Pi

Larry Jera Goodin  
2003 Lotus Drive  
Natchez, Ms 39120  
601-442-4541  
Email: LARRYG\_69@yahoo.com

## EDUCATION

Copiah Lincoln Community College, Natchez MS 39120  
Major: Pre-Engineering  
Graduated: May 2001

Alcorn State University, Lorman MS  
Major: Industrial Technology (Senior Year)

Major courses: CAD/CAM, **Industrial Project Management**, Computer Hardware, **OSHA**, Production, Planning, and Controlling, Principles of Technical Management, Electronics, and Circuit Analysis, **Environmental Wastes Management**, **Total Quantity Management**, **Operation Management**

## EMPLOYMENT

Natchez Adams County School District 2000-Present  
Substitute Teacher (Grade level 2<sup>nd</sup> - 12<sup>th</sup>)

- Responsible for weekly lessons plans
- Directly responsible for assisting students with daily assignments
- Responsible for improving and monitoring classroom behavior

FRLHT (Foundation For Revitalization of Local Health Traditions) Summer 2003  
Bangalore, India  
Medical Software Testing

- Responsible for Data Entry, Testing Reports, and Logging errors to description form
- Responsible for testing two medical software's
- Generated a Technical Report using the British System  
(Software was put on the market at the end of Summer 2003)

International Research Project in West Coast Africa, Ghana November 2003  
Rural-Agricultural Developmental Project

Project Leader (Worked under the direction of an Industrial Engineer)

- Responsible for studying the living conditions of street children
- Studied the waste conditions of villages and projected ways to improve their living conditions
- Responsible for teaching students how to use the internet
- Responsible for creating an International Christmas Community Service

US Department of Transportation Eastern Federal Highway Administration January 2004  
Civil Engineering Technician

- Assist project Engineer in performing construction operations
- Responsible for construction inspections of parkway, drainage, bridge operations and grading
- Daily construction inspection reports on 7 bridges and record keeping of quality control and quality analysis of materials
- Responsible for checking the cement before being poured and measurement of bridge deck and guardrails.

**SPECIAL SKILL (Operate various computer programs; )**

Office 2000, CAD/CAM, Advance Programming, Web-page Design

**AFFILIATIONS**

National Association of Industrial Technology

Science Mathematics Engineering and Technology

Phi Theta Kappa Honor Society - National Deans List

## **JEREMY T. JACOB**

441 Croxton Court  
Severna Park, MD 21146  
(410) 544-6333  
E-mail: [Orioles1798@yahoo.com](mailto:Orioles1798@yahoo.com)

**Objective:** To Obtain a Database Developer Position

### **Education:**

University of Maryland Baltimore County  
B.S. in Information Systems

Baltimore, MD  
December 2002

Anne Arundel Community College  
A.A. in General Studies

Arnold, MD  
May 1999

### **Related Course Work:**

Introduction to Database Program Development, Advanced Database Project, Structured System Analysis and Design, Project Management, LAN I

### **Computer Skills:**

Oracle, PL/SQL, SQL, Dbase, HTML, C, C++, WordPerfect, MS Word, MS Excel, MS Access, MS PowerPoint, MS Internet Explorer, Netscape, Windows 95/98, Windows NT

### **Experience:**

Hecht's, Glen Burnie, MD, November 2001 – present, Sales Associate  
Have helped customers find Men's dress shirts, ties, etc.; help with stock work

AFLAC, Baltimore, MD, June-August 2000, Summer Internship  
Worked on ACT scheduling program; did some filing, data entry, and faxing

Burlington Coat Factory, Pasadena, MD, June 1995-August 1999, Sales Associate  
Helped the customers find Men's clothing that they needed; did some stock work

### **References:**

Available upon request

**PERMANENT ADDRESS**  
3534 EDWARDS STREET • SPRINGDALE, MD, 20774  
PHONE (301) 322-9625

## SEAN COLBERT-KELLY

### OBJECTIVE

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To obtain an internship in the area of mathematics.

### EDUCATION

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University of Maryland, Baltimore Country Baltimore, MD

*Bachelor of Science: Mathematics; Minor: Computer Science*

**Expected date of Graduation: May 2005**

**Current GPA: 3.81**

- **Current Coursework:** Mathematical Modeling; Introduction to Complex Analysis; Introduction to Mathematical Analysis II; Principles of Programming Language;
- **Completed Coursework:** Introduction to Mathematical Analysis I; Linear Algebra; Differential Equations; Calculus and Analytical Geometry I, II and III (Multivariable Calculus); Introduction to Mathematical Software Packages: MATLAB; Problem Solving and Computer Programming; Computer Science I; Computer Science II; Discrete Structures; Introductory to Physics I and II;

### WORK EXPERIENCE

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Summer 2003 MPC/CMSE Program at Massachusetts Institute of Technology Cambridge, Massachusetts

- Determine a mathematical model for the response of the polymer polypyrrole (PPy) under constant stress and to estimate the strain to charge ratio of PPy.

Summer 2002 Fogarty/MIRT Program at Lancaster University Lancaster, England

- Determine if there is a correlation with the introduction of a new medical treatment and the decrease in the infection rate of external fixators.

### SKILLS

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Microsoft: Word, Excel, and PowerPoint  
Programming in R, C, C++, and MathCAD

### EXTRACURRICULAR ACTIVITIES

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Comet Classic 5K at Catonsville High School (2003);  
Easter Egg Hunt for children at UMBC (2002);  
PAL Track Meet at UMBC (2002);  
Haunted House for children at UMBC (2001);

### COMMUNITY ACTIVITIES

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Student Events Board Programmer (2003 to present);  
Meyerhoff Council Representative (2003 to present);  
National Society of Collegiate Scholars (2002 to present);  
National Society for Black Engineers (2002 to present);  
Erickson Hall Council (2002 - 2003);  
Community Service Chairman in Susquehanna Hall Council (Spring 2002);

### AWARDS RECEIVED

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Dean's List (Fall 2001, Spring 2002, Fall 2003, Spring 2003);  
Meyerhoff Scholar;  
1st Place in the 5th Undergraduate Research Symposium in the Chemical and Biological Sciences;  
Outstanding Sophomore in the area of Quantitative Sciences in the Annual Biomedical Research Conference for Minority Students;

### REFERENCES

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Available upon Request



# Jasmine Lydia Leigh

7436 Ricksway Road; Pikesville, Md. 21208  
410.653.3493 (H) - 443.253.1400(C)  
msleigh317@yahoo.com

## EDUCATION

- **College of Notre Dame of Maryland**, M.A. in Liberal Studies; Concentration: English Literature; G.P.A.: 3.0, **Sept. 2002-Present** \*Anticipated graduation date May 2005
- **Morgan State University**, B.A. in English; Concentration: Creative Writing G.P.A.: 3.1; Major G.P.A: 3.3, **May 2002**

## EMPLOYMENT

June 2002-Present **English Teacher, Edmondson Westside High School:**

Develop creative lesson plans that help students explore fictional and non-fictional texts; act as a guide for students while they interact with informational texts; engage students in basic research; increase students' level of proficiency in reading and writing; introduce students to technological resources, while successfully managing class sizes of 35 or more

June 2001-May 2002 **Counselor, Morgan State University (Summer):**

A residential counselor for students in the Pre College Summer program; supervised 25-30 young ladies in the Morgan State University dormitory

Aug.1999-May 2002 **Student Teacher, Morgan State University: Academic Development Center:**

Taught English 101 and 102 classes once a week, developed creative lesson plans, assigned homework, class work and research topics, proofread and graded research papers, prepared mid-term and final exams

Aug.1999-May 2002 **English Tutor, Morgan State University (MSU): Academic Development Center:**

MSU has a continuous Pre College summer success program, which assist incoming freshman with their transition from high school to college. Tutored 30-40 students in the subject of English; taught computer science classes Microsoft Publisher, Microsoft Word, Power Point and Excel

## VOLUNTEER WORK

July 2003- Present **Website Editor and Writer, Palladium Center:** Compile, evaluate, write and edit documents for the Palladium Center Website

Oct. 2002 -Present **Vice President:** Emerging Young Ladies Christian Summit

## AWARDS AND MEMBERSHIPS

Sept. 2002-Present **Middle States Committee; Edmondson Westside High School:**

Write, edit, prepare, research, analyze policies, compare and contrast school data that will be submitted to the state of Maryland for school accreditation

2002 Alpha Mu Gamma - National Foreign Language Honor Society: French

2001-2002 English Fund Association Scholarship Award from Morgan State University

2001 *Sable Quill*: Morgan State University literary magazine published two poetry selections

1999 Grant Brett Promethean Kappa Tau Freshmen Honor Society: Morgan State University

## ACTIVITIES

Morgan State University French Club, Expressions of Hope Dance Ensemble

SMR 1428, P.O Box 179  
Lincoln University, PA 19352  
[elonnaclive@yahoo.com](mailto:elonnaclive@yahoo.com)

46 Fairway Drive, Apt. 1B  
Newark, DE 19711  
302-559-2367

## **Elochukwu Ndubuisi**

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### **Education**

#### **Lincoln University**

*Lincoln University, PA*

- ◆ B.A in Banking and Finance, Minor in Economics
- ◆ Graduation Date: December 2004
- ◆ Honors student from 8/01-Present
- ◆ Related Courses: Financial Management, Money & Banking, Entrepreneurship, Accounting I & II, Macroeconomics, Microeconomics, and Business Management

#### **The American Business School**

*Paris, France*

- ◆ Business semester abroad in Spring 2003
- ◆ Intensive Courses: Global Marketing, Business to Business Marketing, Logistics, and French
- ◆ Projects: Group project on Procter & Gamble's distribution channel renovation
- ◆ Studies comparing American system of management, with European system
- ◆ B-to-B marketing group project on live stream technology, and several additional business projects

### **Experience**

Summer 2002 **ProTempts Medical Corporation**  
**Operations Manager Assistant**

*Bear, Delaware*

- ◆ Made Formal Negotiations and presented company profile to new Clients
- ◆ Edited Employee Payroll

Summer 2001 **Gimns Industrial Company Limited**  
**Store Manager**

*Aba, Nigeria*

- ◆ Computed Sales and Expenditure, giving Feedback to the Head Office
- ◆ Surveyed Market for new Products and reported information to the Production Manager

Summer 2000 **Gincol Group**  
**Assistant Accounts Auditor**

*Aba, Nigeria*

- ◆ Edited Accounts for Store Branches
- ◆ Introduced the use of Software in Recording Accounts

### **Activities**

- ◆ Honors Society
- ◆ Provost of International Students Association- helped organize a home coming parade that won second place title out of eleven competitors
- ◆ Students in Free Enterprise (SIFE) Executive Board Member
- ◆ Soccer Team Co-captain- helped improve teams performance
- ◆ Semifinalist in schools table tennis tournament

### **CPU Skills**

MS Power Point; MS Excel, MS Word, Lotus Word, Pro 97, Windows 00 & 98

Anywhere

**Pamela Ng**  
318 Woodbourne Avenue  
Baltimore, MD 21212  
443-255-9399  
ngpam1@umbc.edu

**Summary:** Highly motivated and goal oriented IT major seeking to contribute towards your company's success. Strong in communication skills tied with the ability to manage various tasks in a pressured environment.

**Education:** **University of Maryland, Baltimore County**  
Baltimore, Maryland  
Bachelor of Science in Information Systems/Certificate in Accounting  
Expected Graduation Date: May 2005  
GPA: 3.37

<b>Relevant Coursework:</b>	System Analysis Methods	Database Application Development
	Software and Hardware Concepts	Advance Database Project
	Decision Support Systems	Computer Science I, II
	Structured Systems Analysis and Design	Visual Basic.Net
	Data Communications and Networks	Network Design and Management
	Management Information Systems	Technical Writing
	Principles of Microeconomics	Principles of Macro-economics
	Principles of Accounting I, II	Fundamentals of Financial Management

**Class Projects:** **Expanded the LAN to support Network Users:**  
Replaced the file servers, upgraded the operating system  
Designed an interface, module structure for a local company

**Decision Support System (DSS)**

- Monitored and identified existing operating structures of the company
- Designed a transaction processing system to best suit the company functions
- Proposed a plan to implement information system

**Experience:** **Intraforce Corporate Headquarters Summer Intern** Baltimore, MD 06/02-08/02

- Updated and maintained database of payroll, clients
- Prepared invoices and other financial statements using Microsoft Excel
- Provided customer service
- Organized and arranged files

**Awards:**

- Semester Academic Honors
- Member of National Society of Collegiate Scholars

**Language:** Bilingual: fluent in English and Chinese

**Citizenship:** US citizen

**References:** Available upon request

**Nha Dan Nguyen**  
E-mail: [nnguye6@gl.umbc.edu](mailto:nnguye6@gl.umbc.edu)

**Local Address**

2829 Frederick Avenue  
Baltimore, Maryland 21223

**Phone:**

(240) 381-6051 (cell)  
(410) 945-4442 (home)

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Dear Sir/Madam,

Thank you in advance for taking your time reading this letter and reviewing my qualifications. I am N. Dan Nguyen, and am attending University of Maryland Baltimore County. I am going to complete my Bachelor degrees in Information Systems and Bioinformatics in December 2004. I am looking forward to applying my knowledge in an industrial setting. Because my graduation is just around the corner, I would like to talk with you regarding career opportunities at your company. I feel that I have a broad range of interests and training in Information Systems that could certainly benefit your company.

The focal point of my education is in computer system networking, management, consulting as well as programming. In addition, I am enthusiastic, self-motivated, self-monitoring and very dependable. Having already worked for a government research laboratory, I strongly feel that I have the people skills as well as the technical skills to be a valuable contributor to your company. I have enclosed my resume to provide more details on my qualifications. Please forward my information to anyone in your company who may be interested in it.

Once again, I must thank you for your valuable time and consideration. I look forward to hearing from you soon concerning career opportunities at your company. If you have any questions, please do not hesitate to contact me via email: [nnguye6@gl.umbc.edu](mailto:nnguye6@gl.umbc.edu) or phone: (240) 381-6051.

Sincerely,



Nha Dan Nguyen

**Local Address**  
2829 Frederick Avenue  
Baltimore, Maryland 21223

**Phone:**  
(240) 381-6051 (cell)  
(410) 945-4442 (home)

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**Job Objective**

A challenging position in Information Systems where I can use my knowledge and training to further company goals and my professional development.

**Education**

Candidate for **B.S. in Information Systems, Bioinformatics**  
University of Maryland, Baltimore County(UMBC)

- Date of Graduation: December 2004
- Honors College
- Scholastic Achievement Fellows Scholarship recipient

**Computer Skills**

- **Languages:** C++, C, Visual Basic, ORACLE, SQL, HTML, MATLAB
- **Operating Environments:** Windows and UNIX/Linux
- **Business Tools:** Microsoft Word, Excel, PowerPoint, Technical Writing

**Experience**

- Summer 2000 – Sp 2001 **Student Events Board Executive Board Member, Hot Topics Chair**  
University of Maryland, Baltimore County
- Use student activity fees(\$150,000) to spend on programs featuring movies, bands, comedians, hypnotists, lecturers and other such activities for the 10,000+ student body
  - Coordinate certain entities such as the stars, agents, security, hotel/food accomodations, lighting/sounds systems, venues, seating, promotions, etc.
- Aug 1999 – Winter 2001 **Affiliate Program Coordinator**  
VarsityBooks.com/CollegeImpact.com
- Spoke to campus clubs and organizations as well as academic departments about what the company has to offer to the students. I also did marketing on several other college campuses for affiliates Papa Johns and Ben & Jerry's.
  - Implemented various marketing strategies to reach several thousands of students
- Summers 1997 **Research Intern**  
Naval Research Laboratory(NRL, Washington, DC).
- Worked with Dr. Charles F. Gaumond, a research physicist, to create a computer program of MATLAB computer code which would analyze sonar signals

**Activities**

- Fall 1998 – Fall 2001 **Student Events Board(SEB)**
- Hot Topics Chair
  - Committee Member of the Month for September 1999
- Fall 1998 – Spring 2001 **ServiceCorps**
- Harvested crops for the homeless, planted trees, cleaned up environment, entertained the elderly and the disabled
- Fall 1998 – Spring 2000 **Honors Student Association**
- Served as Treasurer for 4 consecutive semesters
- Spring 1999 – Fall 1999 **UMBC Crew Club**

## Resume

**Drew Ogle**

phone: (410) 838-1078

cellular: (443) 629-1898

email: og1@umbc.edu

I am currently a college student just finishing my senior year, looking for a full time software development position in an exciting field.

### Skills

- Programming Languages: C, C++, Java, Assembly, Common Lisp
- Programming APIs: Xlib, Win32, GTK+
- Large Scale Open Source development: WINE - win32 layer ( <http://www.winehq.com> ) and XINE multimedia library and interface ( <http://www.xinehq.de> )

### Education

University of Maryland, Baltimore County

Credits: 55

**GPA: 3.13**

Attended: August 2001 - Current

University of Maryland, College Park

Credits: 26

Attended: August 2000 - May 2001

Harford Community College

Credits: 28

Attended: September 1999 - May 2000

### Employment

CADIP, University of Maryland, Baltimore County

Employed: May 2002 - Current

Position: Student Researcher

Jobs: Research and Development on Information Retrieval; work on IR engines in C++ and Java, work on Distributed IR network in Java, JNI to bridge Java and C++ code, application of IR engines for various groups and writing documentation.

Magnus Computing

Employed: May 1998 - June 2000

Position: Technician

Jobs: Technical support, building/maintenance of systems, cabling, programming.

Reason for Leaving: Leaving to attend University of Maryland, College Park.

**References available upon request.**

LRD  
SCEP/co-op

# PHILLIP OWENS

## OBJECTIVE

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To obtain a position utilizing my business skills

## EXPERIENCE

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2003-Present     Sam's Club     Matteson, IL  
*Sanitation and Maintenance Engineer*  
▪ Sanitized floors and bathrooms  
▪ Removed rubbish  
▪ Assisted forklift drivers

2001-2003     Wendy's     Matteson, IL  
*Cashier and Chef*  
▪ Order obtainer  
▪ Cooked meat and other fast food products .

1999-Present     Philadelphia Church of God in Christ Vacation Bible  
School Volunteer     Chicago, IL  
*Teacher*  
▪ Taught children ages 3-5 about the Bible and its purpose

## EDUCATION

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2003-Present     Alcorn State University     Lorman, MS  
▪ Business Major  
1999-2003     Rich South High School     Richton Park, IL  
▪ High School Diploma.  
▪ Student Council Member

## INTERESTS

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Movies, Music (Performing and Enjoying), and Sports

492 E. Beasley HighlandPark Phone 601-624-6609  
 Appartment 134 E-mail realbizzroberts  
 Jackson, MS 39206

# Marcus Roberts

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**Objective** To become a Environmental Developer

**Education** Civil Engineering Major ( Environmental sub area)  
 2000-2003 Jackson State University Jackson, Ms

**Job experience** J.H Fewell Water Plant (City of Jackson)  
 Job: Operations take water samples to check phs

Fed Ex Ground Pearl move to Richland  
 Job: Load Trucks

J. L. Scott Aquarium Biloxi, Ms  
 Job: Maintenance and small technical work

Captain D's Pearl

Job: Prep Cook

Winn Dixie Westland Plaza  
 Job: Courtesy Clerk

**Skills** Engineering Graphics (Auto CAD 2001)  
 Statics (Applied Forces)  
 Dynamics  
 Digital Logic (Machine Language)  
 High Level Language (JavaScript)  
 Circuit Theory( Building and understanding curcuitory systems)  
 Strength of Materials



# **Ambika Sample**

9607 Traverse way  
Ft. Washington, Maryland  
20744-5747  
Phone (301) 839-6629  
Cell (240) 398-9741  
Fax (301) 860-3954  
Carmel21\_2000@yahoo.com

Washington DC  
Area  
&  
other VA loc

## **OBJECTIVE**

Seeking an entry-level Information Technology position with opportunities for growth and development.

## **EDUCATION**

MAJOR: BUSINESS INFORMATION SYSTEM'S  
*Bowie State University*

YEARS ATTENDED (2002 - PRESENT)  
*Bowie, Maryland*

Vice President of Students & Veterans Organization  
Chair Member of PeopleSoft Committee Board

## **SKILLS**

- MS Office 2k
- Computer Applications
- Internet
- Install and Repair Network Hardware and Software
- Managing Workload through reports, Reconciliation, and Tracking
- Customer Service
- PeopleSoft 8.4

## **EMPLOYMENT**

**HELP DESK TECHNICIAN / PEOPLESOFT INTERN**

03/03- PRESENT

*Bowie State University*

*Bowie, Maryland*

Maintain Heat System, Manage University Internet Connection, Manage University E-Mail, Manage BSU's Operating Systems, Provide Customer Service, Provide PeopleSoft 8.4 Support, Monitor University Wide Area Network

**PHARMACY TECHNICIAN**

10/02-05/03

*CVS*

*Ft. Washington, Maryland*

Assist in customer transactions, Offer to counsel and Utilization's of consultation logs, Assist in register transactions, Basic problem resolution, Inventory restocking.

## **REFERENCES**

Available Upon Request

# Shandrette K. Simpson

66 W Gun Hill Rd # 2B  
Bronx, NY 10467

Home (718) 231-2543  
Mobile (315) 391-3517

[jonisim1@hotmail.com](mailto:jonisim1@hotmail.com)  
[simpsos@clarkson.edu](mailto:simpsos@clarkson.edu)

## OBJECTIVE

To secure a position utilizing my skills and abilities attained at both universities and also my skills from other previous professional experience.

## EDUCATION

**Clarkson University**  
Management Information Systems Major  
• Dean's List (Spring 2003)  
• 3.0 Club (Spring 2000, Spring 2003)

**1999 - Present, Potsdam, NY**  
December 2003  
Overall GPA: 2.68 / 4.0

**University of South Australia**  
Study Abroad

**Fall 2002, Adelaide, Australia**

## WORK EXPERIENCE

**Accounts Receivable Clerk, John Hardy**

**02/04- Present New York, NY**

Manage clients bill collection and developed spreadsheets using MS Excel to track their status.

**Computer lab Assistant, Clarkson University**

**08/03-12/03 Potsdam, NY**

Responsible for assisting students with Microsoft office applications and other computer software.

**Assistant English Instructor**

**06/03-08/03 Tokyo, Japan**

Assisted in teaching English to young and elderly Japanese students.

**Accountant assistant, Jr. Achievements of NY**

**05/02-05/02 New York, NY**

Responsible for counting checks and cash and entering the amount into data format. Also responsible for making deposits to the bank.

**Library Assistant, Clarkson University**

**09/00 - 05/02 Potsdam NY**

Responsible for uploading library's database and customer accounts, opening and closing library, book shelving, and book distributions. Also responsible for linking professors on the University Web page and cataloging journals and books under the library's database entry system.

**Medical Biller, Our Lady of Mercy Hospital**

**07/01 - 08/01 Bronx, NY**

Responsible for contacting patients and insurance companies about their insurance status and hospital claims, which were updated using SMS systems. Also demanded and pulled bills to be mailed out to insurance companies.

**Billing assistant, Register.Com**

**05/01 - 06/01 New York, NY**

**06/00 - 08/00 New York, NY**

Responsible for administering payroll and assisted in managing the company's expenses. Credited money to the customer's credit cards. Helped customers with their billing inquiries. Managed customer bill collection and developed spreadsheets to track their status. Assisted customer in managing their website and accounts.

**Research Assistant, Clarkson University**

**10/99 - 02/00 Potsdam, NY**

Documented and analyzed ecological data samples. Maintained database of experimental records.

## COMPUTER SKILLS

• Microsoft Office 2000 • HTML • C++ • Visual Basic 6.0 • Perl • Oracle 8i • JavaScript • CGI • Windows NT, XP

## LEADERSHIP

• Higher Educational Opportunity Program (HEOP) • Collegiate Science and Technology Entry Program (CSTEP)  
• Society of Hispanic Professional Engineers (SHPE) • National Society of Black Engineers (NSBE)

## REFERENCES

• Available upon request.

**BRIDGETTE E. SMITH**

Bsuccessful\_@hotmail.com  
2303 Eutaw Place, Apt. 3  
Baltimore, MD 21217  
(410) 383-7966

**OBJECTIVE**

To obtain a position with US Army Corps of Engineers which would warrant upward mobility, professional growth, and use of my exemplary mathematic and computer skills.

**EDUCATION**

**B.S., Mathematics**

Bowie State University, Bowie, MD  
Graduated, August 2002  
G.P.A: Cumulative 3.0

**M.S., Mechanical Engineering**

University of MD, Baltimore County, Baltimore, MD  
Expected graduation: May 2005  
G.P.A: Cumulative 3.0

**Operations Research/Systems Analysis Military Applications Course I**

United States Army Logistics Management College, Fort Lee, VA  
Phase I: Completed January 2003      Phase II: Completed April 2003

**Continuing Education Program Visual Basic for Applications in Operations Research**

United States Army Logistics Management College, Fort Belvoir, VA  
Graduated June 2003

**CLEARANCE /SKILLS**

- Secret Security Clearance
- Computer Aided Design (CAD)
- Mathlab
- Visual Basic
- UNIX
- C++
- DOS

**WORK EXPERIENCE**

**Army Material System Activity Analysis (AMSAA), Aberdeen, MD**

**July 2001 to Current**

***Operation Research Analyst***

- Design mathematical aircraft ellipsoid target models for test simulations.
- Coordinate, plan, and conduct Air Defense simulation and analyses using AMSAA specific software.
- Facilitate interpretation of Air Defense analyses and make appropriate recommendations.
- Evaluate credibility and validity of methodology and accuracy of analytical studies, reports, and data.
- Recognized as "above average" operation research analyst during annual review period.

**ComScientific, Baltimore, MD**

**Sept. 2000 to April 2001**

***Executive Engineering Support***

- Prioritized company contracts with numerous government agencies.
- Finalized proposals in order to expedite company business and meet deadlines.
- Amended company bylaws for approval by company executive.

**Science, Engineering, & Mathematics Program (SEM), Bowie, MD**

**Jan. 1999 to May 2002**

***Tutor***

- Developed lesson plans to convey Calculus II and Chemistry concepts to college students.
- Supervised employees and activities in the BSU's SEM Tutoring Center.

**OUTSIDE ACTIVITIES**

- Member, Federal Women's Program
- INROADS, Inc., Alumnae Component
- Member, National Society of Black Engineers

*Reference available upon request*

## **James F. Sugent**

1203 Martin Ct. Apt G  
Baltimore, MD 21229  
(410) 869-8508  
[jsugent1@umbc.edu](mailto:jsugent1@umbc.edu)

### **OBJECTIVE**

To obtain a part-time/summer internship and assist your company in designing, producing, managing or maintaining its product while utilizing the skills I have learned in computer engineering and mathematics.

### **SKILLS SUMMARY**

Accurate, precise, dedicated, self-motivated, able to prioritize, works well under pressure, works well with others, achieves goals planned, excellent communication skills, excellent writing skills

### **EDUCATION**

**Bachelor of Science in Computer Engineering** Fall 2002 - present  
University of Maryland Baltimore County (UMBC), Baltimore, MD

- Minor in mathematics
- Perspective graduation December 2004 with Bachelor of Science in Computer Engineering
- Current GPA: 3.79
- Current course work: Capstone Laboratory, Data Structures, Computer Networks, Automata Theory

**Associate of Science in Computer Engineering** January 1999 - May 2002  
Montgomery College (MC), Rockville, MD

- Graduating major GPA: 3.81; overall GPA: 3.89
- Course emphasis on computer programming and analysis/design of analog and digital circuits

**Certificate in Respiratory Care Technician** August 1989 - May 1990  
Naval School of Health Sciences, San Diego, CA

- Graduated with honors

### **SOFTWARE & HARDWARE**

- Microsoft Word, Microsoft Excel, Microsoft Visual Studio (C, C++, Visual Basic), Java, MATLAB, Maple, PSpice, AutoSketch, TINA, EDISON, Linux OS, gcc compiler, assembly language (NASM), Cadence, VLSI
- Digital oscilloscopes, digital logic analyzer, digital multimeters, fiber optic transmission equipment, National Instrumentation's Labview

### **EMPLOYMENT**

**Internship** Summer 2003

**Long Haul Fiber Optics Communication Lab**

Assisted research team, consisting of graduate students and research professors, with setting up of fiber optic communication equipment to include:

- Erbium-doped fiber optic amplifiers
- Digital oscilloscopes
- Optical Spectrum Analyzers
- Ultrafast optical clock lasers
- Autocorrelators
- National Instrument's Labview Test Equipment

**Staff Respiratory Therapist**

Johns Hopkins Bayview Care Center, Baltimore, MD  
Sibley Memorial Hospital, Washington, DC  
Washington Hospital Center, Washington, DC  
Montgomery General Hospital, Olney, MD

August 2003 - present  
March 2002 - August 2003  
October 1992 - March 2002  
January 1992 - October 1992

**Hospital Corpsman**

United States Navy

May 1984 - July 1992

**AWARDS & ACTIVITIES**

- Dean's List at University of Maryland, Baltimore County Fall 2002 to present
- Active member of Phi Theta Kappa National Honors Society of Two-Year Colleges
- Dean's List at MC as well as National Dean's List for three years
- Awarded Two-Year Academic Achievement Scholarship at UMBC
- Active student member of the Institute of Electrical and Electronics Engineers, Inc. (IEEE)
- Active member of Engineering Club and Computer Science Club at MC as well as UMBC

**REFERENCES**

Dr. Gary Carter  
Department of Computer Science/Electrical  
Engineering  
University of Maryland, Baltimore County  
Baltimore, MD 21250  
(410) 455-3714  
[carter@umbc.edu](mailto:carter@umbc.edu)

Dr. Li Yan  
Department of Computer Science/Electrical  
Engineering  
University of Maryland, Baltimore County  
Baltimore, MD 21250  
(410) 455-3558  
[liyan@umbc.edu](mailto:liyan@umbc.edu)

Karen Goodison  
Manager, Respiratory Care  
Johns Hopkins Bayview Care Center  
4940 Eastern Avenue  
Baltimore, MD 21224  
(410) 550-3572

## Conswela D. White

304 Hickory Station Drive • Chesapeake, Virginia 23322  
Wye 331C • 1000 Hilltop Circle • Baltimore, Maryland 21250  
Phone (757) 421-2143 / (443) 612-7159 • E-mail: cwhite1@gl.umbc.edu

**Objective** To utilize my theoretical knowledge of Mathematics while gaining practical experience

**Education** University of Maryland Baltimore County  
Baltimore, Maryland  
Bachelor of Science in Mathematics  
Expected Graduation Date: May 2005  
GPA: 3.53

**Honors & Awards** Meyerhoff Scholar, LeaderShape Institute Participant, National Honor Society, GA  
Tech FOCUS Scholar

**Activities** Welcome Week Leader, Admissions Ambassador, National Society of Black Engineers

**Related Experience** June 2003-August 2003      UMASS      Amherst, Massachusetts  
*Summer Program Undergraduate Research (SPUR)*  
• Developed mathematical skills  
• Worked on mathematical model of kidney

June 29 -July 19, 2003      PCMI      Park City, Utah  
*LAS/Park City Mathematics Institute*  
• Developed mathematical skills  
• Gave presentation on Wavelets

June 2000-August 2000      NASA LaRC      Hampton, Virginia  
*Summer HS Apprenticeship Research Program (SHARP)*  
• Worked on PICASSO-CENA Project  
• Created a circuit board which was part of THUNDER

**Other Experience** October 2003-present Mathematics and Statistics Department Baltimore, Maryland  
*Teaching Assistant/Grader/ Office Assistant*  
• Responsible for teaching and grading of a Calculus I discussion  
• Grader for Calculus II  
• Responsible for various office tasks

June 2002-present      UMBC Upward Bound      Baltimore, Maryland  
*Residential-Tutor Counselor*  
• Teach Math Lab on Saturdays  
• Tutor various subjects including Calculus, Trigonometry, and Chemistry  
• Responsible for the welfare of high school students

December 2002 -present      Norfolk Public Schools      Norfolk, Virginia  
*Substitute Teacher*  
• Substitute for elementary, middle, and high school

# Hassanah A. White

**Current Address:**

1224 Willowbrook Dr. Apt. # 7  
Huntsville, AL 35802  
(256) 883-1120  
[hwhite@aamu.edu](mailto:hwhite@aamu.edu)

**Permanent Address:**

837 Forrest Rd  
Alexander City, AL 35010  
(256) 329-0703

**Objective:**

Seeking a challenging position, that will continue to provide professional development in the field of marketing.

**Education:**

- Alabama A&M University, Normal, AL
- B.S. in Marketing expected May 2004, Major GPA 3.0

**Relevant Coursework:**

- |                               |                                 |
|-------------------------------|---------------------------------|
| • Advanced Marketing Research | Buyer Behavior                  |
| • Strategic Marketing         | Strategic Management and Policy |
| • Marketing Management        | Global Marketing                |

**Honors:**

- Dean's List 2000, 2003
- Talla-Coosa Ministerial Alliance Scholarship 2000-present

**Activities:**

- |   |   |
|---|---|
| • Phi Beta Lambda Business Fraternity Incorporated, Xi Xi Chapter | Co-op Professional Club (Treasurer)           |
| • Member, Order of Eastern Star Organization                      | Student Government Association                |
| • President of Palmer Hall Dormitory                              | Volunteer, Panoply Festival in Huntsville, AL |
| • Pre-Alumni Association  | Volunteer, Adelia M. Russell Library          |
| • Marketing Club/ (AMA) American Marketing Association            | Volunteer, Boys and Girls Club                |

**Work Experience:****Internship**

WEUP/ 103.1 Radio Station, Huntsville, AL, May- August 2003 (Summer Internship)

Promotions Assistant Coordinator

- Organized street promotions
- Created and executed added value
- Wrote proposals, spots, and liners pertaining to promotions
- Organized on air promotions/ Voice commercials

**Alabama A&M University, Normal, AL, January 2003-present**

Office Assistant, School of Arts and Sciences, Office of the Dean

- Answer multiple lines
- Maintain files
- Provide data entry/ 60 wpm

**Computer Skills:**

Microsoft Word, Excel, Access, SPSS, and PowerPoint

## **Janelle Zamore**

Local address: #2115C Montgomery Hall-- College Park, MD 20742 (301-257-5357)

Permanent Address: 18624 Fiddleleaf Terrace-- Olney, MD 20832 (301-774-6587)

E-mail Address: jzamore@hotmail.com

- Objective** To obtain an internship, co-op, or full time position with your company
- Education** **Clifton Dupigny Community College 1997-- 1999-- Dominica, West Indies**
- Certificate in Natural Sciences and Advanced Mathematics  
Graduated Student of the year
- University of Maryland August 2000--May 2004-- College Park, MD GPA- 3.24**
- Bachelor of Science, Chemical Engineering
- Design Project** **Introduction to Engineering Design (ENES 100) -- University of Maryland-- 2000**  
Working as a member of a group we designed and built a wind powered water pump intended to provide water to rural areas where electricity is not readily available
- Computer Skills** Microsoft Word, Microsoft Excel, PowerPoint, ProEngineer, ChemCad, Matlab
- Work Experience** **Wright Patman Congressional Federal Credit Union-- Washington DC**  
**Member Service Representative-- 2000-2001**
- Balanced, reconciled, and posted daily transactions.
  - Rectified situations to ensure member satisfaction.
- United Technologies, Sikorsky Aircraft-- Stratford, CT**
- Summer 2001**
- Performed chemical and physical tests to ensure optimum conditions of plating baths.
  - Internet and phone research to find alternative methods and optimize procedures.
- Summer 2002 and 2003**
- Worked in the Instrumental Analysis lab performing failure analysis, identification of unknowns and provided support for the manufacture of helicopter and airplane parts.
  - Gained experience in using the Fourier Transfer Infrared Spectrometer, Differential Scanning Microscope and the Scanning Electron Microscope.
  - Gained experience doing physical analysis such as fiber volumes and resin burn off.
  - Gained experience using the Inductively Coupled Argon Plasma Spectrometer.
- Activities / Awards**
- Vice President of Young Christian Movement-- Dominica, West Indies
  - Vice President of Loubiere Youth Movement-- Dominica, West Indies
  - Member of National Society of Collegiate Scholars
  - Member of National Society of Black Engineers
  - Recipient of Igor Sikorsky Scholarship
- References** Available upon request